

The Lunch Line

Bureau of Nutrition Programs and
School Transportation

Please route to:

☐ Food Service Director
☐ Kitchen Staff

☐ Record Keeper
☐ Principal

☐ Superintendent

☐ _____

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January, 2005

Our changing environment

McDonald's has added apple juice, apple wedges with low fat caramel dip, and 1% milk to their fast food menus. Subway promotes their 7 subs with less than 6 grams of fat. Wendy's now offers Combos with a choice of sides, including a fresh side salad, Caesar side salad, small chili, or a baked potato, instead of French fries. At Burger King, you can order a small salad for a side instead of French fries. Schools across the country are taking pop machines out and putting milk machines in. These are all indications of a changing environment.



Everyday, headlines in newspapers across the nation include the latest studies in obesity, strategies to help lose weight, foods to include in our diets, and the health consequences of poor nutrition. Often these articles reference school lunches as either a problem or a solution to this national epidemic.

Background

The National School Lunch Program feeds more than 27 million children each day. During the 2003-2004 school year, a total of 58,117,650 lunches were served in Iowa public schools. These statistics help demonstrate that schools across the nation can make a significant impact on the health of children by offering nutritious meals in a healthy school environment.

USDA issued the final School Meals Initiative for Healthy Children (SMI) regulations in 1995. Since school year 1996-1997, our state agency has been analyzing the nutrients in school meals as part of this review process. Eight years later, there is still a lot of confusion and uncertainty regarding these regulations as we revisit schools in Iowa to conduct a second nutrient analysis of school menus.

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Healthy School Meals

Successful implementation of healthy school meals requires support from administrators, teachers, parents, school board members and students. In addition, a primary goal of the School Meals Initiative for Healthy Children is to ensure that schools receive the necessary technical assistance and resources to help schools meet nutrition standards. To assist in that effort, our state agency is planning a workshop this spring to help you understand and prepare for the SMI review.

Plan now to attend a workshop in your area

In an effort to make attendance at this workshop easier for you, the 2-hour workshop will be offered in several locations throughout Iowa beginning in April 2005.

Topics will primarily focus on the SMI review, but will also include information about the reauthorization changes.

- How can you get ready and stay ready for the SMI review,
- The Corrective Action Plan,
- What should you be doing after the review,
- Daily practices for meeting nutrient goals, and
- Reauthorization changes for this year and next year.

The workshop will include time for schools to talk about their own Corrective Action plans and share strategies as well as success stories.

Sign up now to attend this session. Details on workshop locations and how to register can be found on page 4 of this newsletter. Registration may be limited in some locations and additional workshops will be scheduled if needed.

Preparing for a SMI Review

So the phone rings, and your consultant is coming to do an SMI review. What does a SMI review mean? In Iowa, a SMI review is conducted every 4 years. The goals of an SMI review are to 1.) Ensure Program meals meet the nutrition standards; and 2.) Ensure that SFA's receive the technical assistance and resources needed to meet the nutrition standards. Between you and your consultant, you will determine what school will be reviewed, what week will be selected for the review, when the onsite visit will be conducted and what information you will need to provide.

INFORMATION YOU MUST PROVIDE FOR THE SMI REVIEW

1. Menus for the entire week that is selected.
2. Standardized recipes for all menu items served during the review week. Remember that you need a standardized recipe for any food items containing more than one ingredient.
3. Food production records for the school selected for the review week. All foods served must be on the production sheets.
4. Nutrition Fact Labels or nutrients analysis data forms submitted by manufacturers for each commercially prepared food used during the review week.
5. Child Nutrition (CN) Labels and/or Product Formulation Statements to identify the component contribution of a product toward the meal pattern-for schools on a food-based menu planning approach.
6. If an Approved Nutrient Standard Menu Plan or Nutrient Standard Menu Plan, a current nutrient analysis of menus and copies of all current recipes (including analysis) for the review.
7. Lunch form for SMI Records can be found on the Bureau's website at http://www.state.ia.us/educate/ecese/fn/school_lunch/res_food_service.html

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3 Keys To Success

1. Standardized recipes ensure consistent results for nutritional analysis and product quality and yield.
 - a. Recipes should indicate all ingredients used and the quantities of ingredients used in a recipe.
 - b. Recipes should indicate the yield and the portion size, i.e. 300 6-ounce portions or a pan is cut into 60 portions.
2. Food production records document what was prepared and how much was prepared. All food production records must include the following:
 - a. Planned number of meals by age or grade group, number of adult and other meals.
 - b. All planned menu items, including all choices, type of milk, desserts, condiments and substitutions.
 - c. Everything served as part of a reimbursable meal including gravy, margarine, and salad dressings.
 - d. Servings or portion sizes of everything including condiments.
 - e. Portion sizes if different age/grade groups are being served in the same building.
 - f. Planned number of portions of each food items to be served; include planned a la carte sales in the planned portions if they are part of a reimbursable meal as well.
 - g. Total amount of food actually prepared for each food item.
 - h. Amount of leftovers of each food items.
 - i. Actual number of reimbursable meals served by grade group.
 - j. Actual number of non-reimbursable meals served and number of a la carte items served that were part of a reimbursable meal, i.e. chicken nuggets.
3. Nutrition Fact Labels and CN Labels should be filed in a notebook or file either alphabetically or by category of food so that they can be found easily when you need them.

During the on-site review, your consultant will check to see if the recorded information you have provided and the daily practices observed are consistent.

For example, you have a salad bar each day but it is not listed on the menu and or the production sheets, you offer ketchup, mustard and pickles when you serve hamburgers, but they are not on the production sheets, or you serve bread sandwiches each day and they are not on the production sheet.

Based on the results of the nutrient analysis, on-site evaluation, and comparison to the last SMI review of the SFA, recommendations for corrective action will be developed to bring the menus and daily practices into compliance with nutrition standards.

Staying prepared for a review is key to being successful. When products change, you need a new nutrition label. When recipes change, you need to re-standardize. The School Meals Initiative means developing and maintaining practices that helps you provide healthy meals to students each day. Everyone on the School Meals team in your school has to be committed to maintaining practices that lead to success.

Resources

Bureau of Nutrition Programs and School Transportation Web Site

http://www.state.ia.us/educate/ecese/fn/school_lunch/res_food_service.html

USDA's Menu Planner for Healthy School Meals
Measuring Success with Standardized Recipes and
USDA's The Road to SMI Success (coming soon) in a direct mailing from USDA.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD).

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Do You Provide Safe School Meals?

Nearly one in three Americans contracts a disease from food each year, according to the Centers for Disease Control.

Many people do not think about food safety until a food-related illness affects them or a family member. While the food supply in the United States is one of the safest in the world, the Center for Disease Control estimates that 76 million people get sick, more than 300,000 are hospitalized, and 5,000 Americans die each year from foodborne illness. Preventing foodborne illness and death remains a major public health challenge.

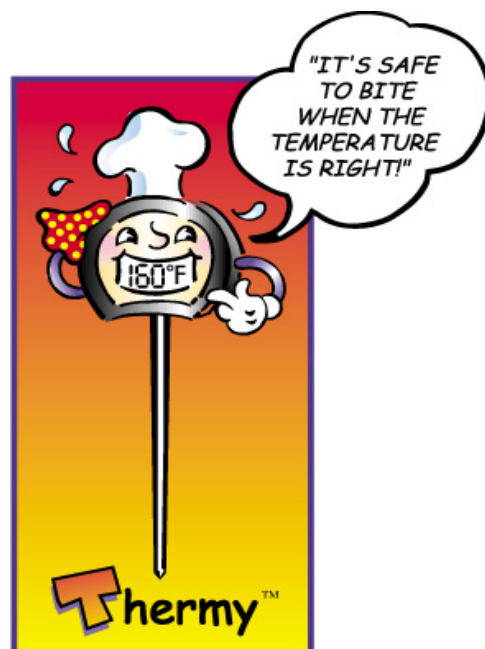
What can contribute to a foodborne illness in your school?

- Diseases, pathogens and toxins. Many microbes can spread in more than one way. For example, [*Escherichia coli* O157:H7](#) infections can spread through contaminated food, contaminated drinking water, contaminated swimming water, and from toddler to toddler at a day care center. Proper hand washing and keeping a check on food temperatures are two important ways to prevent these types of foodborne illness in your school.
- Environmental hazards. These are generally non-infectious agents, which have found their way into the food. Poisonous chemicals, or other harmful substances can cause foodborne diseases if they are present in food. Be especially vigilant in keeping non-food substances such as dish-washing chemicals, hand cream and non-edible powders away from food preparation areas.
- High-risk groups. The populations most susceptible to foodborne disease are children, seniors and people whose immune systems are compromised.
- Foods associated with foodborne illness. Raw foods of animal origin are the most likely to be contaminated. Foods such as these most frequently used in schools include raw meat and poultry, and raw eggs.

The spectrum of foodborne diseases is constantly changing. A century ago, [typhoid fever](#), [tuberculosis](#) and [cholera](#) were common foodborne diseases. [Improvements in food safety](#), such as pasteurization of milk, safe canning, and disinfection of water supplies have conquered those diseases. Today other foodborne infections have taken their place, including some that have only recently been discovered. In the last 15 years, several important diseases of unknown cause have turned out to be complications of foodborne infections.

We live in a microbial world, and there are many opportunities for food to become contaminated as it is produced and prepared. A few simple precautions can reduce the risk of foodborne diseases:

COOK: Properly cooking food to a safe temperature destroys the harmful bacteria that cause foodborne illnesses. Using a thermometer to measure the internal temperature of food is a good way to be sure that it is cooked sufficiently to kill bacteria or chilled sufficiently to stop continued growth of microorganisms. Leftovers should be reheated to 165 degrees F, and reheated sauces, soups, and gravies should be brought to a rolling boil. It's essential to use a clean food thermometer to ensure that meat, poultry, casseroles, and other foods are properly cooked all the way through.



Food Safety and Inspection Service, USDA

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SEPARATE: Don't cross-contaminate one food with another. Avoid cross-contaminating foods by washing hands, utensils, and cutting boards after they have been in contact with raw meat or poultry and before they touch another food. Put cooked meat in a clean container, rather than back in one that held the raw meat.

CLEAN: Wash produce. Rinse fresh fruits and vegetables in running tap water to remove visible dirt and grime. Remove and discard the outermost leaves of a head of lettuce or cabbage. Because bacteria can grow well on the cut surface of fruit or vegetable, be careful not to contaminate these foods while slicing them up on the cutting board, and avoid leaving cut produce at room temperature for many hours. Don't be a source of foodborne illness yourself. Wash your hands with soap and water before preparing food. Avoid preparing food for others if you yourself have a diarrhea illness.

CHILL: Refrigerate leftovers promptly. Bacteria can grow quickly at room temperature, so refrigerate leftover foods if they are not going to be eaten within 4 hours. Large volumes of food will cool more quickly if they are divided into several shallow containers for refrigeration.

REPORT: Report suspected foodborne illnesses to your local [health department](#). The local public health department is an important part of the food safety system. Often calls from concerned citizens are how outbreaks are first detected. If a public health official contacts you to find out more about an illness you had, your cooperation is important. In public health investigations, it can be as important to talk to healthy people as to ill people. Your cooperation may be needed even if you are not ill.

Additional measures some schools use:

Some schools freeze a sample meal from each day and keep it for a designated time period. This provides information for investigators if a foodborne illness is identified in the community. The food served by the school is available for testing to assist in identifying if it was or was not the source of contamination.

There are many good resources available for information on this topic and the following website is filled with helpful information and links to sources that are especially helpful for schools:

The National Coalition for Food Safe Schools
<http://www.foodsafeschools.org>

Look for Just for Kids that offer links to material that can be used with the children in your school.

National School Breakfast Week: Great Performances

National School Breakfast Week is March 7-11, 2005 and the theme this year is "Great Performances."

Suggested activities or decorations can promote the "arts." Students may write their own "star"

biographies to post on a bulletin board and have



"glamour shots" of them with a Polaroid camera on shiny stars in the cafeteria. Other props such as a feather boa or sunglasses can add to the fun. You can also place picture frames around food samples on the serving line and have a trivia contest about movies or book authors. You could even

get students moving with some dancing after breakfast or a game of Twister. Get the music department and physical educational department involved with musical performances and a dance contest. Menus and other ideas are in the April 2004 issue of School Foodservice and Nutrition.

REMINDER

Verification Summary Report Due by February 15

SFAs must have the Verification Summary Report submitted via the web system by February 15, 2005. January claims and all future claims will be held for the SFAs not submitting verification by February 15, 2005. Contact Patti Harding at patti.harding@iowa.gov or 515-281-4754 for assistance.

New School Meal Initiatives Trainings Planned

School Meal Initiatives (SMI) regulations establish a framework to evaluate school meals using nutrition standards, and require schools to plan meals using one of five menu planning options and within other guidelines. Local area trainings will be offered this spring to food service managers, directors and other school personnel on planning and implementing nutrition policies that are presented in the new USDA assistance materials, *SMI Road to Success: A Guide for Local School Foodservice Directors* and *Nutrient Analysis Protocols*. These USDA materials will be sent to each participating school, to help foodservice staff in planning meals that meet the nutrition guidelines, in offering healthier school meals, promoting nutrition education and creating school nutrition environments that support healthy lifestyle behaviors. These local area trainings will be held on the following dates at the locations listed. Each training will last about two hours unless otherwise specified.

Date	Location
March 16	Burlington AEA 16, 2:00 PM
March 17	Bettendorf High School, 2:30 PM
March 23	Mason City--John Adams Middle School, 3:45-6:00 PM
April 5	Carroll—Adams Elem., 1:30-4:30 PM
April 5	NEICC, Peosta, 2:30 PM
April 6	LeMars High School, 3:30 PM
April 7	Spencer CSD, Admin. Bldg, 3:30 PM
April 7	Williamsburg High School, 2:00 PM
April 7	Lamoni Elem. School, 1:00-4:00 PM
April 18	College CSD, Cedar Rapids, 2:00 PM
April 19	Pella—Jefferson Elem., 2:00 PM
April 19	Peet Jr High, Cedar Falls, 2:30 PM
April 20	Red Oak CSD, Webster Bldg, 2:30 PM
April 26	Urbandale Library, 2:00 PM

Check the Bureau's website <http://www.state.ia.us/educate/ecese/fn/> regarding dates, locations and time of SMI trainings and registration information. If you have any questions, call Janelle Loney, Bureau Secretary, 515-281-5356.

There is no cost for this training, and we encourage all persons who are responsible for planning school meals or who help to plan meals to attend.

2005 School Foodservice Summer Short Courses Scheduled

Are you thinking about your summer yet? We are! Plans are underway for the courses to be offered in conjunction with Iowa State University Extension. We encourage each of you to make a commitment to personal and professional growth by attending training that is offered. School food service personnel are faced with new issues and new challenges as directed in the child nutrition reauthorization bill, in new regulations, and in our approaches to child obesity and overweight management. If you haven't been to short courses for the past 5 years, or have never attended, consider this your personal invitation—we'd love to see you there!

The following courses are planned to take place in Ames next summer:

2005 School Foodservice Summer Short Courses		
June 14-15	School Foodservice Basics	Scheman
June 20	Manager's Update	Gateway Center
July 5-6	Financial Management	1 MacKay Hall
July 12-13	Joys and Challenges	Scheman
July 19	Building your HACCP Program	1 MacKay Hall
July 20	Advancing your HACCP Program	1 MacKay Hall
July 26-27	Healthy Edge	Scheman
Aug. 9-10	New Manager's Orientation	Memorial Union Oak Rm.
Aug. 11	Basic Math	Memorial Union Oak Rm.

Mark Your Calendar

Everyone Wins With Summer Food!

- Low-income children get nutritious meals.
- Low-income parents stretch food dollars.
- Food service workers have summer employment.
- The school receives Federal money.



What is the summer food program? The Summer Food Service Program for Children is a federally funded program operated by the U.S. Department of Agriculture (USDA) and administered at the State level. The State agency reimburses sponsors (such as schools) for meals served at approved feeding sites in low-income areas to children 18 years and under.

How does the summer food program differ from the school lunch program? If you have an academic summer school program, you should continue to participate in school lunch and breakfast. However, the summer food program is ideal if you sponsor an enrichment, recreational, or activities program over the summer. The summer food service reimbursement rate is higher than that for school lunch.

Who can sponsor the summer food program?

Units of local government, camps, private nonprofit organizations, and schools.

What is an approved feeding site? A feeding site must be approved by the State agency as either an “open” or “enrolled” site. An “open” site is one in which at least half the children in the area are eligible for free or reduced-price school meals. An “enrolled” site is one in which at least half the children enrolled in the summer program are eligible for a free or reduced price lunch.

Who can receive meals at an approved feeding site?

All children 18 years of age or under are eligible to receive free meals at an “open” site. Only enrolled children may eat at an “enrolled” site.

How does my school apply to be a program sponsor? Contact the State agency and complete an application form supplied by the agency.

How are schools reimbursed for the meals served?

Forms documenting how many meals were served for the month must be submitted to the State agency. There is an administering and operating rate for each meal served. The sponsor will be reimbursed at that rate.

What type of meal service is required? Meals must have the same meal components as school lunch and breakfast. Lunch and one other meal or snack may be served. Additional benefits are available for migrant sites.

Does my school prepare the meals? A school may serve as a sponsor and either prepare its own meals or contract with a vendor. A school may also serve as a vendor for another sponsor and not administer or supervise a feeding site.

Summer Is Coming

It's "snow joke"! Summer is just around the corner, so let your mind "drift" a bit; think about summer and your sponsorship of the 2005 simplified Summer Food Service Program (SFSP).



To have a successful 2005 Summer Food Service Program preparation must begin early regardless of whether you are a returning sponsor or a first-time sponsor. To assist your early planning, the Bureau of Nutrition Programs and School Transportation of the Iowa Department of Education has scheduled the following Iowa Communication Network (ICN) workshops:

- ***Type 1** for general SFSP information repeated, two-hour sessions on January 19 and 20, 2005
- ***Type 2** for new sponsor applications repeated, two-hour sessions on March 2 and 17, 2005
- ***Type 3** for returning sponsor applications one, two-hour session on April 6, 2005
- ****Type 4** for all approved 2005 SFSP Sponsors one two-plus hour session on April 20, 2005

*Attendance is optional, but pre-registration is required at least one week in advance if you attend.

**Attendance and pre-registration is required for all approved 2005 SFSP Sponsors.

For pre-registration and ICN locations, contact:

Janelle Loney at (515) 281-5356 or

Janelle.Loney@iowa.gov.

Please join us by being a 2005 SFSP sponsor. For more information about participation, contact: Rod Bakken, SFSP Lead Consultant at (515) 281-4760 or Rod.Bakken@iowa.gov.

Team Nutrition Activities Being Conducted in Schools



Several Team Nutrition workshops were held in the Spring and Summer 2004. As a result, many schools have formed local coalitions that include community members, local ISU Extension staff, County Public Health nurses, and a number of school personnel such as principals, school nurses, physical education teachers, family consumer science teachers, and food service directors. The following examples are just a few of the highlights depicting unique aspects and comments from some of the Team Nutrition schools awarded mini grants.

"The best benefit of this grant is the successful partnering of the school departments, community and students. We are a "Team" with a nutritious message for the first time in my history at this school" as reported by the school nurse upon the involvement of the food service staff, teaching staff, students and school nurse. Two newspaper articles and a radio spot provided a community link in their project. One of their events was hosting a Team Nutrition table at Parent Teacher Conferences to demonstrate healthier choices that students had been exposed to in a Team Nutrition activity.

Several schools used the *Pick A Better Snack* materials to create interest in trying new fruits and vegetables with incentives for completing the Snack and Act Bingo cards. Classrooms reported almost half of the students returned their Snack and Act Bingo cards to be eligible to receive the prizes. In one school's summary they indicated the formation of a District Advisory Board to involve students, staff, and parents was a new goal. Their group will consider issues such as food choices at concession stands, vending, and classroom celebrations.

Another school not only has made significant changes in what students are offered, but has created a new fitness class as a result of the interest of the students in physical activity. Food choices in vending have been changed and staff have been role models for changing behavior as well.

One of the mini-grant schools was part of the original Demonstration Project for Team Nutrition in Iowa. Their report gave insights such as: "We realized it is a constant battle to reduce the amount of sugar and fat in food choices students make. Our staff has become more health conscious from the influence of having the Team Nutrition grant in the school." The Family and Consumer Science curriculum has been re-written in this school to include the Team Nutrition philosophy. They also attribute the grants they have received as part of Team Nutrition toward improving their student's nutrition and fitness education through making more positive choices.

How can you apply for a Team Nutrition mini-grant? If you have attended a Team Nutrition workshop in the Spring/Fall 2003, or Spring/Summer 2004 you have heard about the Team Nutrition project and learned how to incorporate it into your school. You also need to be an enrolled Team Nutrition school. The enrollment form is on our Bureau website at www.state.ia.us/educate/ecese/fn/tn/index.html. Applying for a Team Nutrition mini-grant is your next step. Contact Janet Wendland at the Bureau of Nutrition Programs and School Transportation, (515) 281-5676 or Janet.Wendland@iowa.gov for the forms and submission guidelines.

To learn more about what Team Nutrition is about go to the Bureau's website for more information. The website will provide a self-contained lesson about Team Nutrition that will also tell how to enroll in Team Nutrition and apply for a mini-grant. If you have questions regarding Team Nutrition contact Janet.Wendland@iowa.gov.



Tidbits from Julia

To help address concerns about increasing numbers of children being overweight, as part of the reauthorization of the USDA Child Nutrition Programs, Congress passed a law requiring each local educational agency participating in USDA's school meals programs establish a local wellness policy by the beginning of School Year 2006-2007.

Congress recognizes that schools are not the only area where changes need to occur, but also that schools do play a critical role in creating, modeling and teaching about a healthy environment for the prevention of childhood obesity. Plus schools play a role in the development of healthy habits, education directly to students, and provide a key link to communication of information to parents. The law places the responsibility for developing a wellness policy at the local level so the individual needs of each school district can be addressed. The law requires schools set goals for nutrition education, physical activity and other school-based activities designed to promote student wellness. Schools must also establish nutrition standards for all foods that are available on school campus during the school day.

In the development of the local wellness policy, schools are required to involve a broad group of individuals. As a minimum this group must include parents, students, representatives of the school food authority, the school board, school administrators, and the public. Further, schools are required to develop a plan to measure the implementation of the wellness policy and to designate one or more persons at the local level to ensure that the schools meet the local wellness policy.

As part of the legislation, USDA is working nationally with the Centers for Disease Control, the Department of Education and others to provide technical assistance resources for local school districts. This will include suggested steps to follow in the development of the local policies, suggestions of self assessment tools to use to assist in identifying possible areas of growth for a healthier school nutrition and physical activity environment, examples of policies already developed by others, etc. To help schools have easy access to this information and to provide an easy way to post new information/

resources as it is identified or becomes available, USDA has established a new section on their web site related to this local wellness policy requirement. It can be found at <http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>. Additional information regarding this requirement will be provided as it becomes available from USDA, as work proceeds within Iowa on the development of some sample policies in conjunction with the Iowa Association of School Boards and other key partners, and during upcoming meetings such as the School Nutrition Association of Iowa District Workshops.

Commodity News



Anticipated Dates When Commodity Order Form Will Be On The Web

5E February/March Delivery	January 17, 2005
5F April Delivery	March 1, 2005

Iowa Food Distribution Program

If you need additional information, commodity values or forms for the Commodity Food Distribution Programs, visit our web site at

<http://www.state.ia.us/educate/ecese/fn/commdist/>

January Commodity Deletions and/or Reductions

0325	Diced Froz. Chicken	Delete for 5D, will offer for 5F (DSM only)
2023	Turkey Breast Deli	Delete for 5D, will offer for 5E (MC/SC only)
2026	Turkey Hams	Delete for 5D, will offer for 5E (DSM only)
2547	Apricot Applesauce Cups	(Deleted rest of year)
2548	Cinnamon Apple-sauce Cups	(Deleted rest of year)
2597	Apple Turnover	(Deleted rest of year)
2598	Cherry Turnover	(Deleted rest of year)

Facts About USDA Commodities

Information on commodity food items being sent to your schools may be found at www.fns.usda.gov/fdd/ (This doesn't include processed items that the State of Iowa is currently using.) Look on the right side list of topics and click "Fact Sheets."

Check Out the Library!!

Resources from the Bureau include the use of a lending library. Videos, DVDs, reference books, cookbooks, curriculum and children's books are available on loan to schools without charge. If you are looking for something in particular, contact Mary Jo Clark at 515-281-4751 or email her at

MaryJo.Clark@iowa.gov.



Resources for Sanitation Education

New resources are available for school food services to keep staff on the cutting edge in the area of sanitation. By now (or soon) you should have received a "Wash Your Hands" kit. The kit, from USDA and the National Food Service Management Institute (NFSMI), includes downloadable and print ready posters and can be adapted for the kids and staff. This is the feature of the month at the USDA site (<http://www.nal.usda.gov/foodborne/index.html>).

A web resource to get videos, curriculum and all kinds of material to teach food sanitation and safety is at <http://www.nal.usda.gov/foodborne/index.html>. The site is linked to many other resources for posters, videos, and just good ideas.

HACCP will be increasingly a part of school nutrition programs. Keep ahead of the game by checking in on the official web site often: <http://vm.cfsan.fda.gov/~lrd/haccp.html>.

The lending library has resources, too...including a copy of the certification coursebook, *Applied Foodservice Sanitation*.

The *Serving It Safe* manuals from USDA/NFSMI continue to be reliable sources of information and help. Has your copy of the manager's tool kit worn out or maybe you could use a spare at another location? Download a copy at <http://schoolmeals.nal.usda.gov/Safety/safe.html>. How easy is that?

Multimedia Reservation Form Bureau of Nutrition Programs and School Transportation

Your name _____

Title _____

Phone () _____

Agreement # _____

Mailing Address:

School/
Organization _____

Street _____

City _____ IA Zip _____

Your Request:

Loan # and Material title (s) (Please include both):

If no title is known, indicate subject or topic to receive a list of possible titles.

Date(s) of use _____

Alternate date(s) _____

Group(s) to be trained _____

Approximate size of group(s) _____

Mail to: Mary Jo Clark
Bureau of Nutrition Programs and
School Transportation
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

Or FAX to: Mary Jo Clark at 515-281-6548

If you have questions, please call Mary Jo at 515-281-4751 or e-mail: maryjo.clark@iowa.gov

Sponsored by: School Nutrition Association and The Bureau of Food & Nutrition

You may attend any of the workshops - choose the location and date that works best for you!

Edgewood - Colesburg Elem. School
409 East Street
Colesburg, IA
Contact: Lori Clark
563-856-2415

West High School
2901 Melrose Ave.
Iowa City, IA
Contact: Diane Duncan-Goldsmith
319-688-1021

Please mail **checks payable to SNA** to: Tracy Knebel 600 W. Bluff St. Cherokee, IA 51012
You will receive 5 CEUs (Continuing Education credits) for attending this Workshop